

- ES-1602** **Child Care Provider Rate Modification:** To be used by child care providers to report a rate change. This form should be ordered from the DCF Warehouse. KsCares notices P102, P103, P104, P105 may also be used. This form may also be used when enrolling a provider with Multiple sites.
- ES-1604** **Daily Attendance Record-Sample Form:** To be used by providers if they do not already have a method for recording daily attendance records of each child. DCF may provide sample copies to providers.
- ES-1605** **Child Care Subsidy Audio Response (ARU) Worksheet:** This form maybe completed when a Point of Sale (POS) machine is not used and when using the toll free number ARU.
- ES-1606** **Request for Supervisory Approval Child Care Hours Exceeding 215 per Month:** This mandatory-use form documents that supervisory approval has been received for any child care plan requiring more than 215 hours per month.
- CC-1626A** **Child Care Provider Denial Notice:** To be used by the Agency to notify child care providers of denial of Agreement for Purchase of DCF Child Care.
- ES-1627** **Request for Social Service Child Care:** This form is used to request and/or authorize any child care services listed in KEESM 2833 Social Service Child Care.
- ES-1627a** **Request for Special Purpose/Special Needs Provider Child Care:** This form is used to document a request for and authorizing of an enhanced child care payment rate for a provider based on the child=s needs. See KEESM 10260.
- CC-1630** **Legally Exempt: Release of Information for Child Abuse/Neglect Registry Check:** To be used when enrolling child care facilities that are legally exempt from KDHE regulation. This form should be submitted to DCF by the facility for information from the Child Abuse/Neglect Central Registry concerning persons who work, reside, or volunteer in the facility.
- ES-1640** **Statement of Understanding Employed Income Eligible Child Care Assistance:** To be used when approving child care hours for education/training under the IE EM subtype. This form must be signed by the client and received by the worker prior to approval of child care hours for education/training when employment is required.
- ES-1650** **Regulated Provider Enrollment Packet:** This is the form number used when ordering Appendix Item C-12, Regulated Provider Enrollment packet from the DCF Warehouse. This packet is a compilation of all mandatory forms needed to enroll KDHE regulated child care providers.

- ES-1651 Unregulated Provider Enrollment Packet:** This is the form number used when ordering Appendix Item C-13, Unregulated Provider Enrollment packet from the DCF Warehouse. This packet is a compilation of mandatory forms needed to enroll child care providers not regulated by KDHE.
- ES-1652 In-Home Child Care Request Packet:** This is the form number used when ordering Appendix Item C-14, In-Home Child Care Request packet from the DCF Warehouse. This packet is a compilation of all mandatory forms needed to enroll for In-Home Child Care.
- ES-1653 Out of Home Relative Provider Enrollment Packet:** This is the form number used when ordering Appendix Item C-15, Out of Home Relative Provider Enrollment packet from the DCF Warehouse. This packet is a compilation of all mandatory forms needed to enroll Out of Home Relative Child Care providers.
- ES-1654 In-Home Child Care Handbook:** This is the form number used when ordering Appendix Item C-9, In-Home Child Care Handbook from the DCF Warehouse. This handbook is used to educate consumers on the use of In-Home Child Care.
- ES-1655 Child Care Provider Handbook:** This is the form number used when ordering Appendix Item C-10, Child Care Provider Handbook from the DCF Warehouse. This handbook is used to educate child care providers participating in the Child Care Subsidy Program regarding responsibilities, policies, and procedures.
- ES-1656 The Parent-Provider Partnership:** This is the form number used when ordering Appendix Item C-11, The Parent-Provider Partnership from the DCF Warehouse. This document is a guide for parents in choosing quality child care.